



## Atlantic Fish and Chophouse - Cook

### HOST INFORMATION

**Company Description:**

*Atlantic Fish & Chophouse in Edgartown, Martha's Vineyard is a destination within a destination. As a 200 seat restaurant we offer a variety of unique indoor and outdoor dining experiences and a festive nightlife in a warm, inviting atmosphere. Set on scenic Edgartown Harbor, Atlantic Fish & Chop House features a unique culinary experience and exciting nightlife. Edgartown is a popular spot for students to work due to the many 2nd job opportunities and a fun and lively environment. The Atlantic Fish and Chophouse is located on Martha's Vineyard which is an island off of the coast of Cape Cod. Every summer thousands of visitors come to enjoy fresh seafood and the many beaches on the island. Due to the nature of living and working on an island, you will get the opportunity to meet locals and really experience the culture.*

*Staff perks: We provide free daily family meals!*

**Host Website:** <http://www.atlanticmv.com/>

**Site of Activity:** Atlantic Fish and Chophouse

**Parent Account Name:** Atlantic Fish and Chophouse

**Host Address:** 2 Main Street Edgartown , Massachusetts , 02539

**Nearest Major City:** Boston , Massachusetts , Over 50 miles away

### PLACEMENT INFORMATION

**Job Description:**

*Cooks are required to perform various food and beverage related tasks including: Cooking or preparing food items according to procedures or recipes, placing food items on serving plates or dishes along with required condiments and utensils to present to customers, preparing items quickly and accurately ensuring no waste and in accordance with production and portion requirements and quality standards while maintaining a safe, sanitary work environment, maintaining and cleaning all food service areas according to all county, state and federal health codes and sanitation procedures including preparation tables, equipment, floors, supply areas, refrigerators and coolers, washing all dirty dishes and equipment, ensuring that cooking grease is rotated properly, maintaining all necessary food reporting and labeling to ensure product quality, stocking food preparation areas, cleaning food preparation areas and properly storing unused food items, keeping supervisor/manager informed of all supply, food and product inventory when necessary, keeping supervisor/manager informed of situations relating to facility operation, patron complaints or concerns, accidents, emergency situations, damages and potential safety hazards, performing all duties in a safe manner. Other duties may be assigned.*

**Typical Schedule:**

*The shifts range from 7am - 1am 7 days per week. The schedule will be determined based on need for a 35-40 hour work week.*

**Seasonal changes to job duties or available hours:** Yes

Hours pre and post season may differ from hours in the high part of the season.

**Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$15

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$525

**Bonus:** No

\* All figures above are pre-tax

**Estimated average number of hours per week:** 35

**Estimated minimum number of hours per week:** 25

**Estimated maximum number of hours per week:** 40

**Potential fluctuation in hours per week:**

Pre and post season hours may be less.

**Average number of hours per week reached by last year's seasonal employees:** 35

**Overtime Policy:**

Yes, paid after 40 hours

## JOB REQUIREMENTS

**English Level required:**



**Upper-Intermediate**

**Required to be 21+:** No

**Previous Experience required:** Yes

Prior back of house experience cooking, prep, etc.

**Qualifications & Conditions**

## *Lifting*

*Lifting requirement: 25lbs/11kgs*

### *Description:*

*Lifting plates and pans on a consistent basis. Reaching, bending, etc.*

*Standing for entire shift*

*Handling cleaning chemicals*

### **Job Training required:** Yes

*Length of job training:*

*One week*

*Hours per week during training period: 25*

*Different wage during training period: No*

*Start on specific day of the week: No*

*Training requirements:*

### **Need to wear uniform:** Yes

*Uniform Policy:*

*Two full sets of uniform provided.*

*Cost of uniform: \$0*

*Uniform laundry: Participant responsibility*

### **Dress Code:** Yes

*Description:*

*Employer provided uniform. Participant must bring black non-skid shoes or sneakers.*

## CULTURAL OPPORTUNITIES

### **Types of Cultural Opportunities:**

*Will provide information about Events, Local Resources, Attractions/Sites, Local Community*

### **Additional Details about Cultural Offerings:**

*4th of July parade through Edgartown and fireworks (town where the restaurant is located).*

*Illumination Night*

*Agricultural Fair*

*August Fireworks*

*Tivoli Day (shopping)*

*Martha's Vineyard Museum*

*Felix Neck Wildlife Sanctuary*

## HOUSING AND TRANSPORTATION

**Housing Provided:** No

**Community Housing Options:**

*Available: Yes*

*Description:*

*Housing options are generally shared accommodations. Many home owners will rent rooms in their house. Many times the rooms are shared with one other person. Edgartown is the town where the restaurant is, so anywhere in that town would be close to work. Otherwise, if housing was found in Vineyard Haven or Oak Bluffs, travel could be 45 minutes to 1 1/2 hrs. by bus depending on the location. I would suggest to look in these three towns only, as the others are much further to travel. Please reach out to your employer after being hired for housing assistance.*

*Minimum Average Cost Per Week: \$200*

*Maximum Average Cost Per Week: \$300*

**Transportation for Community Housing Description:**

*Students are encouraged to get bikes if they are not too far from the work site. There are many safe bike paths on the island. They could walk as well, if living in Edgartown center. Otherwise, the island bus system is quite efficient (Martha's Vineyard Transit Authority). The nearest bus stop from the work site is just a few blocks away. A yearly bus ticket is \$150.*

## ARRIVAL INFORMATION

**Arrival Instructions:**

*You will want to take PETER PAN BUS ([www.peterpanbus.com](http://www.peterpanbus.com)) from Boston Logan Airport ([www.massport.com/logan-airport/](http://www.massport.com/logan-airport/)) or South Station ([www.south-station.net/regional-bus](http://www.south-station.net/regional-bus)) to WOODS HOLE (the town where the ferry departs from - [www.steamshipauthority.com](http://www.steamshipauthority.com)). Travel time on the bus is about 2.5 hours. When you get to the Woods Hole ferry dock, the Peter Pan bus leaves you in front of the ferry terminal. Go inside and purchase a one-way passenger ticket (\$10.00 - to either Vineyard Haven or Oak Bluffs). Travel time on the ferry is about 45 minutes.*

*Before you get on the ferry, look for a white luggage cart that is pulled by a small engine. You can put your luggage on it before you board the ferry. (It will give you freedom to explore the ferry). Watch this video to learn more about the Steamship Authority [youtu.be/vCWsKb1Wzk8](http://youtu.be/vCWsKb1Wzk8).*

*When you get off the ferry, you can take a taxi (\$15 +) to Edgartown, or take either the #1 Edgartown-Vineyard Haven Road (most direct) or #13 Edgartown - Oak Bluffs - Vineyard Haven via Beach Road (most scenic) bus (<http://vineyardtransit.com>) to Edgartown. Bus will cost \$2.50-\$3.75. Annual passes can be purchased for \$150. It might sound expensive, but if you take the bus to and from work every day, the pass would pay for itself in one month! ([http://www.vineyardtransit.com/Pages/NTA\\_WebDocs/Fares](http://www.vineyardtransit.com/Pages/NTA_WebDocs/Fares)).*

*The Atlantic restaurant location: 2 Main Street Edgartown, MA 02539*

*Bus route: #1 Edgartown-Vineyard Haven Road.*

**Suggested Arrival Airport:**

*Logan Airport, BOS, Over 50 miles*

**Estimated cost of transportation to worksite from suggested airports: \$25 to \$50**

**If arriving after regular hours:**

**Suggested After-Hours Accommodation:**

Red Roof Inn Boston Logan  
920 Broadway  
Saugus , Massachusetts 01906  
<https://www.redroof.com/property/ma/saugus/RR1305>  
(781) 941-1400  
\$100 to \$150

## TRAINING AND ONBOARDING

**Pre-Arrival Onboarding:** Yes

Uniform sizing (will send email with request for information).

**Social Security Number:**

Require participants to apply for SSN before arrival at worksite: Yes

Details about how to apply for Social Security Number:

The Social Security Administration will travel to Martha's Vineyard once mid-May and once mid-June from 10 a.m. to 2 p.m. at the Oak Bluffs Library to help students apply for their Social Security Card. Oak Bluffs Library 56R School St, Vineyard Haven, MA 02568 (508) 693-9433 oakbluffslibrary.org If the student does not arrive around the date that the Administration will be on the island, they will need to travel to the office in Falmouth, MA. Take ferry to Woods Hole and then Uber or taxi to 48 Research Rd, East Falmouth, MA 02536. This is about a 10-15 minute drive.

Nearest SSA Office: Falmouth , Massachusetts , Less than 10 miles

**Other:**

Wage Payment Schedule:

Participants are paid bi-weekly. They can opt to have direct deposit or live checks.

Meal Plan: Optional

Estimated Cost Per Day: \$0

Meal Plan Description:

The kitchen makes these daily family meals: breakfast (9/10am), early dinner (4/5pm) and SOME days late night (9/10pm).

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

*Grooming Requirements:*

*Employee must be in complete uniform at all times while in guest view. All male employees with beards or mustaches must keep them well trimmed and at a reasonable length. Hair must be neatly cut, combed and not to exceed collar level. All female employees' hair must be neatly cut and pulled back from the face. Female employees may wear subtly styled earrings during service. Earrings are not to be worn by men during service. Visible body piercing, with the exception of earrings, is prohibited.*

*Second Job Availability: Yes, likely*

*Applicable Company Policies:*

*In order to maintain a safe and comfortable work environment, smoking/chewing tobacco is not allowed on any part of Atlantic property. "Smoke" breaks will NOT be granted above and beyond the normal work break schedule. Please be mindful that Atlantic is centrally located in a historic district setting, therefore smoking/chewing tobacco within plain site of Atlantic is prohibited. All employees working at Atlantic facilities in downtown Edgartown are not permitted to smoke/chew tobacco anywhere in or around the building, on the boat docks or on the sidewalks/walkways that surround Atlantic facility. THIS IS A SMOKE FREE FACILITY.*

*The use by employees of personal electronic devices, including, but not limited to, headsets or handheld devices, is strictly prohibited while on Atlantic premises. Employees may use restaurant telephone lines only with permission, and only in an emergency. The Main Office will not forward incoming personal calls or take messages except in an emergency. While on break, employees may use cellular phones in designated areas only for personal calls.*

*All requests for time off must be submitted in writing at least one week in advance. Switching shifts is permitted only with approval from management and must be documented and co-signed by management and both parties involved in the shift changes.*

## COMMUNITY AMENITIES

***Walking Distance from Worksite:***

*Bank, Restaurants, Internet Cafe, Public Library*

***In Town, Requires Transportation:***

*Food Market, Post Office, Fitness Center*

***Unavailable:***

*Shopping Mall*